

**GROVE MUNICIPAL AIRPORT MANAGING AUTHORITY  
REGULAR SESSION MEETING**

JANUARY 14, 2020

9:00 A.M.

GROVE REGIONAL AIRPORT CONFERENCE ROOM  
GROVE, OK 74344

- Call Meeting To Order
- Roll Call
- Public Comments
- Approval of Minutes from Regular Meeting December 10, 2019.
- Discussion and/or Action Regarding the Purchase Order/ Reconciliation Detail

**AGENDA ITEMS:**

1. Discussion/Action regarding the open meetings acts as implemented by the GMAMA. The proposed action item is a reference regarding development of meeting agendas. A primer of the open meeting act is attached to facilitate discussion and identify other needed action items for future meetings.

- Open Meetings act primer
- GMAMA resolution #2
- Policy for developing meeting agendas

2. Discussion/action regarding the following: The trust indenture (Section VII, item (d), requires the trustees to prescribe the duties and fix compensation of agents, servants, and employees. There is no existing prescription for the airport manager position.

- Definition of the airport manager responsibilities and authority attached.

3. Discussion/action regarding updating of GMAMA personnel policy. Having a valid policy is very important. Our existing policy is essentially that of the city of Grove. Our practices are somewhat different. We differ in many areas. Our hiring/dismal practice is different, our salary structure is different, our supervisor/employee relationship is different, our call-out policy is different, and our organization is different. However, some aspects of the policy are mandated by law and we need to reflect those.

- Necessity for updating GMAMA personnel policy

4. Discussion/action regarding individual responsibilities of GMAMA trustees. Title 60 of Oklahoma Statutes is the legal basis for establishment of a public trust and defines the authority/responsibilities of the trust. The Trust Indenture establishes the Trust and defines. Further guidance is contained in trust developed documents and resolutions as well as city ordinances. There are differences between current practices and approved policies.

- Trust Indenture
- GMAMA Resolution #1 dated May 14, 2007 (which was approved by the City)
- Proposed Revision to Resolution #2

5. Discussion and/or action regarding allowing animals that are not service animals in the terminal building.

### **Report from Airport Manager**

#### **Trustees Reports**

Berwin Kock  
Eddie Rose  
Concha Trippensee  
Jeannie Wheatley  
Mark Lee

### **Adjournment**